

**MINUTES OF CITY OF PROSPECT  
ORDINARY COUNCIL MEETING  
HELD AT THE TIRKANTHI KUU ROOM, LEVEL 1 AT PAYINTHI, 128 PROSPECT ROAD,  
PROSPECT  
ON TUESDAY, 28 NOVEMBER 2023 AT 7PM**

**PRESENT:** Cr Mark Groote, Cr Kristina Barnett, Cr Alison De Backer, Cr Thuy Nguyen, Cr Mark Standen, Cr Trinh Nguyen, Cr Jason Nelson, Cr Lillian Hollitt

**IN ATTENDANCE:** Chris White (Chief Executive Officer), Farlie Taylor (Director City Strategy, Community and Culture), John Pearce (Director City Growth & Development), Sam Dilena (Director City Works & Presentation), Andrew Alderson (Acting Director City Corporate), Amir Eskandari (Manager PMO & Project Delivery), Katie Faraonio (Manager Community Relations & Programs), Scott McLuskey (Manager Development & Regulatory Services), Victor DiMaria (Manager Corporate Services) Melanie Amezdroz (Minute Taker), Gwen Sincock (Administration Officer – Governance)

## **1 OPENING**

### **1.1 Acknowledgment of the Kurna people as the traditional custodians of the land**

Deputy Mayor Mark Groote stated:

‘City of Prospect acknowledges that we are on the traditional country of the Kurna people of the Adelaide Plains region and we pay our respect to Elders past, present and emerging.

We recognise and respect their cultural heritage, beliefs and relationships with the land and we acknowledge that they are of continuing importance to the Kurna people living today.’

### **1.2 Council Pledge**

Deputy Mayor Mark Groote stated:

We seek wisdom and understanding as we face the duties of our united task, praying for the peace and prosperity of our City.

## **2 ON LEAVE**

Nil

## **3 APOLOGIES**

Mayor Matt Larwood

**4 DECLARATION BY MEMBERS OF CONFLICT OF INTEREST**

Cr Groote declared a material conflict of interest for *Item 10.1 Appointment of Deputy Mayor* as they intend to nominate for the position of Deputy Mayor. In accordance with Council's Code of Practice – Meeting Procedures, Cr Groote will remain in the meeting, however as Chair will not participate in debate or vote.

**5 CONFIRMATION OF MINUTES****RESOLUTION 2023/108**

Moved: Cr Mark Standen

Seconded: Cr Jason Nelson

That the minutes of the Ordinary Council Meeting held on 24 October 2023 be confirmed.

**CARRIED UNANIMOUSLY**

**6 PUBLIC QUESTION TIME**

Nil

**7 PETITIONS**

Nil

**8 DEPUTATIONS**

Nil

**9 QUESTIONS WITHOUT NOTICE**

Nil

## 10 REPORTS FOR DECISION

Cr Groote re declared a material conflict of interest for **Item 10.1 Appointment of Deputy Mayor** as they intend to nominate for the position of Deputy Mayor. In accordance with Council's Code of Practice – Meeting Procedures, Cr Groote remained in the meeting, however as Chair did not participate in debate or vote.

### SHORT TERM SUSPENSION

Deputy Mayor Mark Groote sought, with approval of two-thirds leave of the meeting for a short-term suspension of proceedings pursuant to Regulation 20 to facilitate informal discussion by Members on **Item 10.1 Appointment of Deputy Mayor** in order to seek nominations, conduct a ballot and determine the duration of the appointment.

Formal meeting procedures were suspended at 7:02pm.

Cr Thuy Nguyen nominated Cr Mark Groote, for a term of one (1) year.

Cr Groote accepted the nomination

There were no additional nominations, so a ballot process was not required.

Formal meeting procedures were resumed at 7:03pm.

## 10.1 APPOINTMENT OF DEPUTY MAYOR

### RESOLUTION 2023/109

Moved: Cr Kristina Barnett

Seconded: Cr Mark Standen

#### That Council:

1. **Having considered Item 10.1 Appointment of Deputy Mayor receives and notes the report.**
2. **Council appoints Cr Groote for the Position of Deputy Mayor for a period of one (1) year ending November 2024.**

**CARRIED UNANIMOUSLY**

**SHORT TERM SUSPENSION**

Deputy Mayor Mark Groote sought, with approval of two-thirds leave of the meeting for a short-term suspension of proceedings pursuant to Regulation 20 to facilitate informal discussion by Members on **Item 10.2 Audit & Risk Committee Membership** in order to seek nominations and conduct a ballot of the appointment.

Formal meeting procedures were suspended at 7:03pm.

Cr Alison De Backer nominated Cr Jason Nelson.

Cr Nelson accepted the nomination.

There were no additional nominations, so a ballot process was not required.

Formal meeting procedures were resumed at 7:04pm.

**10.2 AUDIT & RISK COMMITTEE MEMBERSHIP****RESOLUTION 2023/110**

Moved: Cr Mark Standen

Seconded: Cr Lillian Hollitt

**That Council:**

1. **Having considered Item 10.2 Audit & Risk Committee Membership receives and notes the report.**
2. **Having considered Item 10.2 Audit & Risk Committee Membership, endorses Cr Nelson as the Elected Member representative on the Committee for a period of one (1) year (from November '23 to November '24).**

**CARRIED UNANIMOUSLY**

**10.3 COMMUNITY GRANTS REVIEW OUTCOMES****RESOLUTION 2023/111**

Moved: Cr Kristina Barnett

Seconded: Cr Alison De Backer

**That Council:**

1. **Having considered Item 10.3 Community Grants Review Outcomes receives and notes the report.**
2. **Having considered Item 10.3 Community Grants Review Outcomes, endorses administration to maintain Community Grant Guidelines (refer attachment 1), enabling dynamic management of the Community Grants Program.**

**CARRIED UNANIMOUSLY**

**10.4 DRAFT STRATEGIC COMMUNITY PLAN - ENDORSEMENT****RESOLUTION 2023/112**

Moved: Cr Jason Nelson

Seconded: Cr Thuy Nguyen

**That Council:**

1. Having considered Item 10.4 Draft Strategic Community Plan - Endorsement receives and notes the report.
2. Endorses the Strategic Community Plan.

**CARRIED UNANIMOUSLY****10.5 ECONOMIC DEVELOPMENT GROWTH STRATEGY 2023-2027****RESOLUTION 2023/113**

Moved: Cr Jason Nelson

Seconded: Cr Alison De Backer

**That Council:**

1. Having considered Item 10.5 Economic Development Growth Strategy 2023-2027 receives and notes the report.
2. Having considered Item 10.5 Economic Development Growth Strategy 2023-2027, endorses the Economic Development Growth Strategy 2023-2027 (presented as Attachment 1).
3. Having endorsed City of Prospect's Economic Development Growth Strategy 2023-2027, commits to rate-funding this annually (via the recurrent and operating budget process) for the delivery, for the life of the strategy.

**CARRIED UNANIMOUSLY****10.6 DRAFT COMMUNITY FACILITY LEASE AND LICENSE POLICY****RESOLUTION 2023/114**

Moved: Cr Jason Nelson

Seconded: Cr Lillian Hollitt

**That Council:**

1. Having considered Item 10.6 Draft Community Facility Lease and License Policy receives and notes the report.
2. Endorse the Draft Community Facility Lease and Licence Policy (as presented in Attachment 1) for the purposes of community consultation.

**CARRIED UNANIMOUSLY**

**10.7 CHURCHILL ROAD DRAINAGE PROJECT UPDATE****RESOLUTION 2023/115**

Moved: Cr Mark Standen

Seconded: Cr Trinh Nguyen

**That Council:**

1. Having considered Item 10.7 Churchill Road Drainage Project Update receives and notes the report.
2. Notes the outcomes of the peer review of the flood management strategies defined in the Barker Inlet Central Stormwater Management Plan.
3. Supports the scope of Stage 1A of the project to be delivered using the allocated budget of \$4.5m and authorises the Chief Executive Officer to execute revised Funding Deeds with the State Government's Stormwater Management Authority and Federal Government's National Emergency Management Agency (via State Government Agency SAFECOM).
4. Notes the commencement of an Expression of Interest process for the Churchill Road Drainage Upgrade Stage 1A project to shortlist suitably qualified contractors, supports participating in a Select Request for Tender for an Early Contractor Involvement: Design & Construct contract and authorises the Chief Executive Officer to procure and award a contract for the scope of Stage 1A if delivered within the allocated budget of \$4.5m.
5. Support the quarantining of a total of \$3.7 million from its 2024/25, 2025/26 and 2026/27 budget allocations in the Council's Long Term Financial Plan towards completing the \$11.1M Churchill Road Drainage Upgrade Stage 1B project.
6. Authorises the CEO to seek matching funding from both the State and Federal Government as follows;
  - State Government via Stormwater Management Authority - \$3.7 million
  - Federal Government via the Disaster Ready Fund (or other relevant grant programs) - \$3.7 million.
7. Authorises the CEO (or delegate) to negotiate with Renewal SA on a possible cost share partnership to complete a section of Stage 1B drainage upgrade along the Islington Shared Path as part of the Renewal SA development due to the benefits to both parties and report back to the Council on costs associated and a funding approach for its further consideration.
8. Acknowledge the successful grant funding application to the State Bicycle Fund for \$20,000 towards the design of the Islington Shared Path (including sealed pathway, landscaping and lighting) as part of the Stage 1A scope of works.
9. Notes the opportunity to proceed with interim improvements to the Islington Shared Path in advance of the future stage(s) of Churchill Road Drainage Upgrade Stage 1.

**CARRIED UNANIMOUSLY**

**10.8 ANNUAL REPORT****RESOLUTION 2023/116**

Moved: Cr Mark Standen

Seconded: Cr Jason Nelson

**That Council:**

1. Having considered City of Prospect Annual Report 2022-2023 receives and notes the report.
2. Endorses the Annual Report 2022-2023.
3. Authorises the Chief Executive Officer to make minor administrative edits as required prior to final publication.
4. Provides copies of its Annual Report 2022-2023 to the appropriate authorities as required by the Local Government (General) Regulations 2013 (SA).

**CARRIED UNANIMOUSLY****10.9 FIRST BUDGET REVIEW 2023 - 2024****RESOLUTION 2023/117**

Moved: Cr Lillian Hollitt

Seconded: Cr Kristina Barnett

**That Council:**

1. Having considered Item 10.9 First Budget Review 2023 - 2024 receive and note the report (as presented in Attachments 1-3 of this report).
2. Adopts the revised projected Operating Deficit (before capital amounts) of \$778k, a projected net surplus (total comprehensive income amounts) of \$11.850 million, and a projected Net Borrowing position of \$15.113 million.

**CARRIED UNANIMOUSLY**

**10.10 QUARTERLY PROJECTS UPDATE (NOVEMBER 2023)****RESOLUTION 2023/118**

Moved: Cr Jason Nelson

Seconded: Cr Thuy Nguyen

**That Council:**

1. **Having considered Item 10.10 Quarterly Projects Update (November 2023) receives and notes the report.**
2. **Endorses Matthews Reserve Upgrade Community Consultation strategy as presented in this report and supports staff to proceed to Round 1 Community Consultation.**
3. **Endorses the revised project scope for Livingstone Avenue as detailed in this report, and supports submitting a request for variation to the existing grant funding deed through the State Government's Local Government Infrastructure Partnership Program, should this be required.**
4. **Supports the strategy outlined in the report for the engagement with residents on Livingstone Avenue Upgrade Project.**
5. **Approves the funding strategy for the Livingstone Avenue Upgrade project as proposed in the report, including supporting the allocation of \$707k from the 2024/25 Transport Renewal budget for the completion of revised scope of the project in that financial year.**
6. **Notes that Council's application for \$20k grant funding for planning investigation and design development of an upgrade to the Islington Shared Path through the 2023-2024 State Bicycle Fund has been successful.**
7. **Notes the current design and additional budget required for Prospect Oval Chairlift and supports providing disability access through the car park via Willcox Avenue, subject to reciprocal support from the Council's Disability Access and Inclusion Group, as detailed in this report.**
8. **Having considered the proposal from the Broadview Football Club endorses the sale of any residual fixed building improvement items from the existing Broadview Football Clubrooms prior to demolition and dumping, to help support the significant investment being made by the Broadview Football Club into the new building fit out, subject to the following:**
  - (a) **The Club ensuring public liability insurance remains in place for the facility during the works; and**
  - (b) **The Club ensures any works are undertaken by competently skilled persons in a safe manner.**

**CARRIED UNANIMOUSLY**



**10.11 REVIEW OF FINANCE POLICIES****RESOLUTION 2023/119**

Moved: Cr Jason Nelson  
Seconded: Cr Mark Standen

**That Council:**

1. Having considered Item 10.11 Review of Finance Policies receives and notes the report.
2. Having considered Item 10.11 Review of Finance Policies, endorses as presented in Attachments 1 to 5.

**CARRIED UNANIMOUSLY**

**10.12 REGIONAL PUBLIC HEALTH PLAN PROGRESS REPORT****RESOLUTION 2023/120**

Moved: Cr Jason Nelson  
Seconded: Cr Mark Standen

**That Council:**

1. Having considered Item 10.12 Regional Public Health Plan Progress Report receives and notes the report.
2. Having considered Item 10.12 Regional Public Health Plan Progress Report, determines not to pursue the following actions identified within the current Regional Public Health Plan:
  - (a) Implement enhancements to regional community transport network.
  - (b) Pilot regional promotion approach around an existing event of regional significance (e.g. ZestFest) – review.
  - (c) Development Regional Volunteer Passport scheme including regional database of volunteers and volunteer opportunities.
  - (d) Establish regional mental health and suicide prevention network.

**CARRIED UNANIMOUSLY**

**10.13 CITIZENSHIP CEREMONY 2024 SCHEDULED DATES****RESOLUTION 2023/121**

Moved: Cr Lillian Hollitt

Seconded: Cr Trinh Nguyen

**That Council:**

1. **Having considered Item 10.13 Citizenship Ceremony 2024 Scheduled Dates receives and notes the report.**
2. **Having considered Item 10.13 Citizenship Ceremony 2024 Scheduled Dates, resolves to hold its January citizenship ceremony from 2024 forwards on a business day three days before or after 26 January.**

Cr Nelson called for a Division.

In Favour: Crs Kristina Barnett, Alison De Backer, Thuy Nguyen, Mark Standen and Trinh Nguyen

Against: Crs Jason Nelson and Lillian Hollitt

**CARRIED 5/2****11 GENERAL BUSINESS – URGENT ITEMS**

Council has resolved that an Agenda Item “General Business – Urgent Matters” be included on the agenda to enable members to raise matters of a genuinely urgent nature, is not a change to Council Policy and cannot wait until the next Council meeting recognising that the leave of meeting will be required for each item on each occasion.

Nil

## 12 REPORTS FOR INFORMATION

Information reports can be resolved en bloc.

As per Council's protocol, only those items reserved by Members will be debated.

**The following items were reserved:**

Cr De Backer reserved the following items:

12.1 Mayoral Monthly Activity Report

12.4 Minutes of the CEO Performance Development Review Committee Meeting Held 30 October 2023

12.5 Minutes of the Strategic Planning & Development Policies Committee Meeting Held 9 November 2023

### 12.2 ANNUAL COUNCIL RESOLUTION UPDATE

**RESOLUTION 2023/122**

Moved: Cr Mark Standen

Seconded: Cr Thuy Nguyen

**That Council:**

1. **Having considered Item 12.2 Annual Council Resolution Update receives and notes the report.**

**CARRIED UNANIMOUSLY**

### 12.3 ANNUAL REVIEW OF CONFIDENTIAL RESOLUTIONS TO COUNCIL

**RESOLUTION 2023/123**

Moved: Cr Mark Standen

Seconded: Cr Thuy Nguyen

**That Council:**

1. **Having considered Item 12.3 Annual Review of Confidential Resolutions to Council receives and notes the report.**
2. **Endorses the confidentiality order durations applied to matters considered in confidence, as per the Register of Confidential Items presented in the attachment.**

**CARRIED UNANIMOUSLY**

**12.1 MAYORAL MONTHLY ACTIVITY REPORT****RESOLUTION 2023/124**

Moved: Cr Alison De Backer

Seconded: Cr Mark Standen

**That Council:**

1. Having considered Item 12.1 Mayoral Monthly Activity Report receives and notes the report.

**CARRIED UNANIMOUSLY**

**12.4 MINUTES OF THE CEO PERFORMANCE DEVELOPMENT REVIEW COMMITTEE MEETING HELD 30 OCTOBER 2023****RESOLUTION 2023/125**

Moved: Cr Alison De Backer

Seconded: Cr Thuy Nguyen

**That Council:**

1. Receive and note the Minutes of the CEO Performance Development Review Committee Meeting, held 30 October 2023 and adopt the recommendations therein.

**CARRIED UNANIMOUSLY**

**12.5 MINUTES OF THE STRATEGIC PLANNING & DEVELOPMENT POLICIES COMMITTEE MEETING HELD 9 NOVEMBER 2023****RESOLUTION 2023/126**

Moved: Cr Alison De Backer

Seconded: Cr Thuy Nguyen

**That Council:**

1. Receive and note the Minutes of the Strategic Planning & Development policies Committee Meeting, held 9 November 2023 and adopt the recommendations therein.

**CARRIED UNANIMOUSLY**

### 13 COUNCIL MEMBER REPORTS AND BRIEFINGS

The following Elected Members provided a verbal update on their activities for the previous month:

Cr Standen

Cr De Backer

Cr Barnett

The following Elected Members provided a written update on their activities for the previous month:

Cr Nelson:

- Attended LGA AGM on Thursday 26th October
- Attended Prospect Spring Fair on Saturday 28th October
- Attended CEO Performance committee meeting on Monday 30th October
- Met with President of NAFC on Friday 3rd November
- Attended “Bitter Sweet” Newmarch Gallery opening on Friday 3rd November
- Attended SPDPC meeting on Thursday 9th November
- Attended Council Assessment Panel Meeting on Monday 13th November
- Met with Richard Altman to discuss CEO 360 review on Tuesday 14th November
- Met with other Councillors, Residents and local businesses throughout the month

### 14 MOTIONS ON NOTICE

#### 14.1 NOTICE OF MOTION - ELECTRIC VEHICLE CHARGING STATIONS - CR TRINH NGUYEN

##### RESOLUTION 2023/127

Moved: Cr Trinh Nguyen

Seconded: Cr Kristina Barnett

**That Council requests:**

1. **A Councillor Information and Workshop Session be held on Electric Vehicle Charging Stations in first quarter of 2024.**
2. **That this workshop includes updates on;**
  - a. **Electric Vehicle charging outcomes achieved in other ERA Councils,**
  - b. **Discussions held with various Electric Vehicle charging infrastructure providers,**
  - c. **Council’s transition to electric fleet; and**
  - d. **A proposed way forward on these matters.**

**CARRIED UNANIMOUSLY**

**15 QUESTIONS WITH NOTICE**

Nil

**16 CONFIDENTIAL ITEMS**

Nil

**17 MEETING CLOSURE**

The Meeting closed at 8.23.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 12 December 2023.

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**CHAIRPERSON**